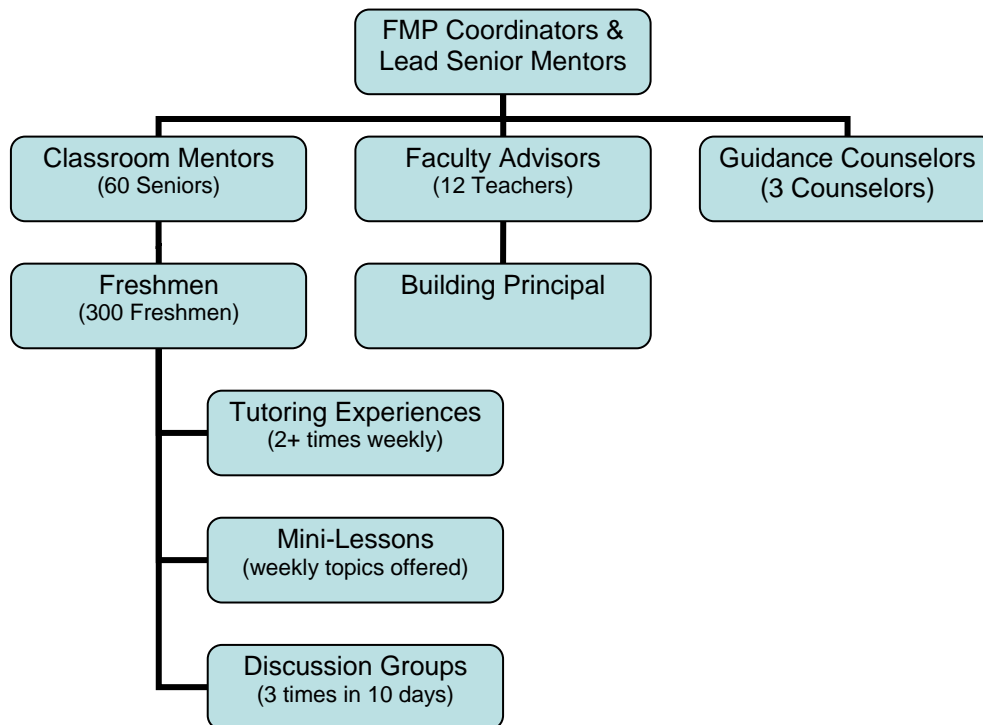


Chardon High School's Freshmen Mentoring Program

Established 2002-03

The **Freshmen Mentoring Program** (FMP) is a unique peer mentoring program which allows and encourages senior students to mentor all the incoming freshmen to Chardon High School during a 22-minute structured class period. The goals of the program are for freshmen to experience academic success and social adjustment to Chardon High School. The FMP provides various learning opportunities for the freshmen, including educational games, incentive rewards, team-building games, school culture and character education experiences.

Organizational Chart



The Coordinators and Lead Mentors: The FMP has faculty members who are responsible for the overall coordination of program events and trainings for the senior mentors. There are lead senior mentors who have been trained in all aspects of Mentoring. If for any reason a Senior Mentor must be replaced, one of the Leads assumes the role. Coordinators work closely with the Senior Mentors on a weekly and sometimes daily basis to organize projects and oversee weekly planning. Senior Mentors, Faculty Advisors and Guidance Counselors communicate their classroom or educational needs to the Coordinators and Lead Mentors. Coordinators maintain accountability

documents such as grading rubrics for the Senior Mentors and interim report comments on all students involved.

The Senior Mentors: At the heart of the FMP are the Senior Mentors. Seniors apply the previous spring to become one of 60 classroom mentors whose responsibilities incorporate taking daily attendance, planning daily classroom activities, tutoring students with academic need, facilitating small group discussions and communicating with the FMP Coordinators.

Leadership Roles & Faculty Communication

Mini-Lesson Leaders - One-third of the Senior Mentors plan and teach mini-lessons on topics such as "Study Skills/Memory Strategies," "Your Learning Style," "Overcoming Procrastination," "Locker Organization" and "Preparing for a Test." The FMP Coordinators work with the Mini-Lesson leaders to develop educational lessons, such as test-taking skills or finding online resources. The Coordinators maintain the list of topics that the freshmen indicated they wish to learn.

Discussion Group Leaders - Another one-third of the mentors are trained and ultimately facilitate weekly small group discussions as well as learn how to conduct a college/career search online. Guidance Counselors work with the Discussion Group leaders to determine relevant discussion topics and to devise a rotation schedule.

Tutor & Activity Leaders - The remaining third are trained in how to tutor the freshmen in their subject areas and are expected to communicate with the freshmen teachers regarding assignments and upcoming projects or tests. Tutored students have documentation (e.g., Tutoring Log) indicating the date, subject area and progress made while working with the Mentor. Coordinators work with the Tutor leaders to foster positive learning environments and utilize online resources.

The Faculty Advisors: Each advisory group of 25 freshmen and 5 senior mentors is advised *voluntarily as a duty* by a teaching faculty member, many of whom also teach freshmen courses. The Advisors' role is one of observer and disciplinarian (if necessary). They allow their Senior Mentors access to computer-based resources such as teacher's assignments online, FMP forms, INFOhio, OCIS (college and career search program) and FMP Mini-Lesson topics. Advisors receive

3-week interim reports from the teachers as to how the freshmen are doing in class. The Advisor then recommends the Mentors begin tutoring those who need additional help in certain classes. All the while, the Advisor monitors the interactions of the mentors and freshmen for input on interim and grading rubrics.

Building Principal: The Building Principal along with the Coordinators calls monthly meetings to discuss the progress of each FMP. Advisors share classroom procedures and give suggestions for improving the program, including how the mentors interact with the freshmen or how we can better communicate needs. The principal has provided the majority of the funding for the FMP via the Principal's open school account.